

**COURT AUTOMATION COORDINATING COMMITTEE
MEETING OF 3/6/02
Pima County Superior Court
Tucson, AZ**

ATTENDEES:

Apodaca, Odette, Batty, Kent, Beguin, Ron, Blazczak, Joe, Brady, Tom, Davis, Dave, Edwards, Daniel, Guidero, Margaret, Heckart, Karl, Jacobsen, Don, Johnson, Kim, Lawler, Tim, McGrath, Patrick, McMurry, Steven, Meister, Carey, Merfeld, Carol, Mulleneaux, Gordon, Obuch, Gregg, Petrie, Marc, Pollard, Michael, Reinkensmeyer, Marcus, Scheiderer, Janet

Called to order at 10:00 a.m.

PAM--

McGrath reported that the go live date for Pinal was 3/18. Users would test for a week prior to that. No volunteers to be next. McGrath will follow up.

M-CAP—

Furniture installed. Move will take place on Friday, March 8th at 8:00 a.m.

Lawler reported that the groundwork for the Financial System requirements document has been agreed upon, sort of the who, what where.

Heckart advised that M-CAP is the implementation of the AZTEC modules and Maricopa specialties concerning financials. It will then be a step up in functionality.

Pollard stated that we need to get this information out in a white paper because there is confusion as to what M-CAP involves.

Mulleneaux stated that we need to inform all courts re: what development tools are being used. Heckart replied that we will build the discreet functions. Business logic should be consistent even if the user interface is different. Financial System will be first. Heckart reported that several western states are working on new state systems, and this may be an opportunity to leverage efforts.

Johnson updated by advising that she is the chairman of the POC (project overview committee), and Harvey Lowe's next poc meeting was March 19.

FINANCIAL SYSTEM—

Heckart gave an overview. Harvey Lowe is responsible for documenting the requirements. The challenges are in LJ courts. Core and common will be the focus. Processes outside the umbrella must be made common, or a court will have to do automated plug-ins if they choose. Superior Courts are first priority. Rough target date is July 2003. CACC will get review document in May or June of 2002. Design to begin in April. Currently there are too many unknowns to estimate a date for LJ courts.

EAST VALLEY COURTS—

Petrie is sending out for review a Functional Requirements Document from Flagstaff and Peoria Municipal Courts (pilots for DPS). Feedback needed on what is needed for phase II. Jacobsen commented on DPS project. Interfaces work well. Process is good.

Committees formed for Citation Entry and Calendaring specifications.

Pollard asked if changes would be in 1.0. Answer is yes. Tentative date of release is end of summer, depending largely on training.

Maricopa JP gap against 1.0. McMurry very encouraged by new Citation Entry, but reserves final judgment pending complete gap analysis.

Date on gap document is tentatively May.

Tucson Municipal has been involved in Citation Entry, Calendaring. File tracking going live March 11, 2002. Next up is light pens in courtroom, which steps to more and more being done in the courtroom. Court staff is excited about changes.

AZTEC 1.0 –

The question was asked if there is anything the committee missed concerning enhancements to 1.0 and beyond. Pollard expressed opinion that reports in AZTEC are too time consuming.

Lawler discussed Archiving/Deleting. Data warehouse will be involved in this. Deleting is actually being tested now. This issue needs to be further explored, and Reinkensmeyer suggested that it be held off until the May CACC meeting. Court Services will take the lead on this, perhaps beginning with a survey.

Brady and Jacobsen both expressed concern about plans for LJ courts, as it appeared that focus was geared toward GJ courts. Brady also mentioned that LJ financials will be as, if not more complex than GJ, and asked what happened to the work done by the financial group #7. It was decided that Harvey Lowe should be present at the next CACC meeting, which will focus heavily on Financials.

Reinkensmeyer added that the various design and sign-off groups should be formally thanked for their hard work.

New builds of 1.0 come out every Monday.

Testing is on 6 databases, 15 testers.

Problems with reports has been identified and is being corrected. Font issues being addressed.

Bar Coding File Tracking module in 1.0.

Name field being worked on. Now 15 spaces.

STANDARDIZATION—

Mulleneaux stated that by the end of March all case types will have been covered. Then AOC needs to begin planning for 1.5.

Limited Jurisdiction Standardization will be a significant challenge.

TRAINING—

Scheiderer, Not all counties have field trainers, and field trainers are only funded through 6/30/03. Training document for 1.0 currently being worked on.

Centra still being offered.

Roll-out training will probably be county by county.

Guidero asked for input on field trainer cost sharing, as Yuma has exhausted funds, and would like all local courts to be involved. Jacobsen commented about Coconino's funding.

DATA WAREHOUSE—

Concern among non-info suppliers is when do they have to supply data? ETL tool to extract non-standard data and load into warehouse. Trying to map non-standard, non-ACAP courts. No pressure yet on Maricopa, Phoenix Muni, or Pima courts because there is no funding.

There is pressure on non-ACAP courts to send DV data, as it is imperative to give law enforcement a full view of the protection orders.

AZTEC 1.5 AND BEYOND--

Discussed development and sign-off teams set-up. *NOTE:* Marc Petrie to send out document to CACC members.

NEW BUSINESS—

Kent Batty from Pima expressed concerns about where Pima County SC fits into the AZTEC picture. Meeting scheduled immediately after today's CACC meeting.

Mulleneaux asked that development tools be added to the agenda.

MVD Access. Lawler updated that we now have access to ADOA from Pat McGrath's work station. In the future, we hope to be able to add a picture of defendant to the calendar, allow for a user to type a license number in AZTEC, and have the person information and vehicle information populate, thereby saving many keystrokes.

ADJOURNMENT—

Next meeting is April 9, 10:00-3:00 at the AOC. Details to follow:

Respectfully Submitted
P. McGrath